

18 November 1963

Kirk:

As you can see, the Director has signed the attached announcement of organizational changes. He told me he thought this action had already been taken. I told him I had been hatching it in an effort to figure out how to keep everyone happy about who was really the No. 3 man in the Agency. I told him that the phraseology in paragraph 2a was as close as I could come but that this was not going to make happy a couple of our key people. He said, and I quote, "We've danced around this problem long enough. This suits me."

Please call in John Clarke and Bob Fuchs, explain the proposed operation to them, and solicit their wholehearted support. You can stress that this is even a greater step forward in program control than the establishment of the Office of the Comptroller as a separate entity under Bross -- this really brings it up to the highest policy-making level. This is just a suggestion for an approach -- you're the expert on diplomacy here in the pickle factory.

Please do not publish this or otherwise discuss it (beyond Clarke and Fuchs) until I have had an opportunity to announce it at the morning meeting (probably on Monday next, the 25th). I assured the Director that I would do this in the interest of family cooperation.

I will be at ☐ from about Tuesday noon on, and do not plan on coming back until Saturday. However, please keep in touch, as will Hank, and I can come back in a crunch (this is not a type aircraft) on about an hour and a half notice.

MSC

Attachment:

Headquarters Notice announcing Office of the Comptroller as part of Office of the Executive Director.

MSC:blp

Approved For Release 2003/02/27 : CIA-RDP80B01676R001300030041-2  
 1- DDCT w/att + prior drafts

**C-O-N-F-I-D-E-N-T-I-A-L**

This Notice Expires \_\_\_\_\_

**ORGANIZATION**

**HN 1-**

**ANNOUNCEMENT OF ORGANIZATIONAL CHANGES**

The following organizational changes are effective 18 November 1963.

1. The Office of the Comptroller is made an integral part of the Office of the Executive Director. Its component elements will be reassigned in accordance with the realignment of responsibilities stated below.

2. Under the direction, authority, and control of the Director of Central Intelligence and the Deputy Director, the Executive Director-Comptroller shall perform the following functions in his assigned area of responsibility:

a. He acts for or in the absence of the Director and the Deputy Director in exercising directive and approval authority, and in the absence of both is designated the Acting Director.

b. He will perform the functions of the Executive Director as delineated in [ ] of 16 August 1963.

c. He will perform the functions of Comptroller as delineated in [ ] of 16 July 1962.

d. He may realign the Comptroller functions as specified by [ ] as may be required to establish the Offices specified in paragraphs 3 and 4 below.

3. There is established in the Office of the Executive Director-Comptroller a Budget Division, a Programs Analysis Staff, and a Manpower Control Staff. These units will assist the Executive Director-Comptroller in the development and execution of budgetary and financial policy, program review, and the exercise of manpower and financial controls.

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HN 1-

ORGANIZATION

4. There is established in the Office of the Deputy Director for Support, the Office of Finance with responsibility for financial operations of the Agency, for the establishment and maintenance of accounting systems, and for systems and procedures for control of the Agency funds, assets, and liabilities.

/s/  
John A. McCone  
Director

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*DCI signed on 18 NOV*

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ORGANIZATION

HN 1 -

### ANNOUNCEMENT OF ORGANIZATIONAL CHANGES

The following organizational changes are effective \_\_\_\_\_.  
(date)

1. The Office of the Comptroller is made an integral part of the Office of the Executive Director. Its component elements will be reassigned in accordance with the realignment of responsibilities stated below.

2. Under the direction, authority and control of the Director of Central Intelligence and the Deputy Director, the Executive Director-Comptroller shall perform the following functions in his assigned area of responsibility:

a. ~~As the senior non-statutory officer of the Agency,~~

*He*

~~the Executive Director-Comptroller~~ acts for or in the

absence of the Director and the Deputy Director in exer-

cising directive and approval authority, *and in the absence of both is designated the Acting Director.*

b. He will coordinate component activities and insure

necessary action by proper components on decisions of the Director and the Deputy Director.

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25X1 4.  c. He assures that all components are kept advised of policy decisions or intra-governmental actions affecting them, and he reviews all papers requiring action by the Director or the Deputy Director.

25X1  d. He develops budgetary and financial policies of the Agency and supervises their execution.

25X1  e. He is responsible for program evaluation, financial analysis, manpower controls, and the preparation and execution of the Agency budget.

3. There is established in the Office of the Executive Director-  
Comptroller a Budget Division, <sup>a</sup> Programs Analysis Staff and a Manpower Control Staff. These units will assist the Executive Director-Comptroller in the development and execution of budgetary and financial policy, program review, and the exercise of manpower and financial controls.

4. There is established in the Office of the Deputy Director for Support, the Office of Finance with responsibility for financial operations of the Agency, for the establishment and maintenance of accounting systems, and for systems and procedures for control of the Agency funds, assets and liabilities.

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John A. McCone  
Director

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